

MANSFIELD TOWNSHIP COMMITTEE MEETING

September 27, 2017

This is a regular meeting of the Mansfield Township Committee. The notice requirements of the law have been satisfied for this meeting by notice to the Star Gazette and Express Times of the time, date and location thereof. Notice was also posted on the announcement board located in the Municipal Building.

Roll Call: Mr. Misertino, Mr. Hayes, Mrs. Mora Dillon, Mrs. Kocher, Mayor Watters

Salute to the flag was done by all.

APPROVAL OF THE MINUTES:

Mrs. Mora Dillon made a motion to approve the minutes from the September 13, 2017, which was seconded by Mr. Hayes.

Ayes: Mr. Misertino, Mr. Hayes, Mrs. Mora Dillon, Mayor Watters

Nays: None

Abstain: Mrs. Kocher

Absent: None

Mr. Hayes made a motion to approve the minutes from the Executive Session held on September 13, 2017, which was seconded by Mr. Misertino.

Ayes: Mr. Misertino, Mr. Hayes, Mrs. Mora Dillon, Mayor Watters

Nays: None

Abstain: Mrs. Kocher

Absent: None

BILL LIST

Mayor Watters requested that we hold PO 17-01012.

Mayor Watters asked Mr. Wood the amount of oil that can be held at the Municipal Building.

Mr. Wood stated that the oil tank is 550 gallons.

Mrs. Mora Dillon made a motion to approve the bill list withholding PO 17-01012, which was seconded by Mr. Hayes.

Ayes: Mr. Misertino, Mr. Hayes, Mrs. Mora Dillon, Mrs. Kocher, Mayor Watters

Nays: None

Abstain: None

Absent: None

CLERKS REPORT:

Ms. Hrebenak stated that the Committee members were all given a printout of the tabulation of bids that were received for the generator for DPW and Tri County. The bids have been sent over to the professionals to be reviewed.

Mr. Hayes made a motion to have the Engineer for the project send out the questionnaire to the bidders, which was seconded by Mr. Misertino.

Ayes: Mr. Misertino, Mr. Hayes, Mrs. Kocher, Mayor Watters

Nays: None

Abstain: Mrs. Mora Dillon

Absent: None

FINANCE REPORT:

Mrs. Fascenelli explained that all of the applications for the Direct Install program have been approved.

Mrs. Fascenelli stated that she would need a motion to approve the agreement for Phoenix Advisors.

Mr. Hayes made a motion to approve the agreement for Phoenix Advisors, which was seconded by Mrs. Mora Dillon.

Ayes: Mr. Misertino, Mr. Hayes, Mrs. Mora Dillon, Mrs. Kocher, Mayor Watters

Nays: None

Abstain: None

Absent: None

Mrs. Fascenelli stated that the insurance plans are not changing for 2018 and the active rates are staying the same.

ENGINEERS REPORT:

Mr. DiSessa stated that we were granted an extension of six months for Watters road to award the contract.

Mayor Watters requested that the bids be prepared

Mr. Hayes made a motion to approve the engineer to prepare the bid specs for Watters and Heiser Road, which was seconded by Mrs. Mora Dillon.

Ayes: Mr. Misertino, Mr. Hayes, Mrs. Mora Dillon, Mrs. Kocher, Mayor Watters

Nays: None

Abstain: None

Absent: None

PUBLIC PORTION:

Mayor Watters opened the floor for the public portion; seeing there was none the public portion was closed.

RESOLUTION:

**RESOLUTION 2017-107
TOWNSHIP OF MANSFIELD
WARREN COUNTY, STATE OF NEW JERSEY**

**TO CANCEL RECEIVABLE BALANCES AND CORRESPONDING RESERVE BALANCES FOR VARIOUS GRANT
RECEIVABLES AND APPROPRIATED RESERVES**

WHEREAS, various receivable balances and appropriated reserves from the State of New Jersey which remains on the Grant Fund balance sheet have expired, and

WHEREAS, it is necessary to formally cancel the receivable balance and appropriated reserve balance, and

WHEREAS, this action is recommended by the township auditor;

NOW, THEREFORE, BE IT RESOLVED that the following grant receivable and appropriation reserve balances be cancelled:

	<u>Appropriations</u>	<u>Receivable</u>
7-02-117-04-000-003 Recycling Tonnage Grant		\$ 2,819.00

Mrs. Mora Dillon made a motion to approve the passage of Resolution 2017-107, which was seconded by Mr. Misertino.

Ayes: Mr. Misertino, Mr. Hayes, Mrs. Mora Dillon, Mrs. Kocher, Mayor Watters
Nays: None
Abstain: None
Absent: None

RESOLUTION 2017-108

**A RESOLUTION TO AUTHORIZE THE DEPARTMENT OF PUBLIC WORKS SUPERVISOR TO BID ON STREET
SWEEPER ON AUCTION SITE**

WHEREAS, the Township of Mansfield (the "Township") is in need of a street sweeper ("sweeper") and there are a number that are available through the auction site; and

WHEREAS, the Township desires to authorize a representative to bid at the site on the purchase of the sweeper; and

WHEREAS, the Township believes that it is in the best interest of its citizenry and the public at large to authorize the Township's bid at public auction to purchase the sweeper.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of Mansfield, County of Warren, that the Township Committee hereby designates and authorizes Patrick Wood, CPWM, to serve as the Township's official representative on the auction site for purchase of a street sweeper in an amount not to exceed \$16,999 all inclusive.

Mrs. Mora Dillon made a motion to approve the passage of Resolution 2017-108, which was seconded by Mr. Hayes.

Ayes: Mr. Misertino, Mr. Hayes, Mrs. Mora Dillon, Mrs. Kocher, Mayor Watters

Nays: None

Abstain: None

Absent: None

2017-109

STATEWIDE INSURANCE FUND

RESOLUTION TO JOIN (RENEW) THE FUND

WHEREAS, a number of local units have joined together to form the Statewide Insurance Fund ("FUND"), a joint insurance fund, as permitted by N.J.S.A. 40A:10-36, *et seq.*; and

WHEREAS, Township of Mansfield ("LOCAL UNIT") has complied with relevant law with regard to the acquisition of insurance; and

WHEREAS, the statutes and regulations governing the creation and operation of joint insurance funds contain elaborate restrictions and safeguards concerning the safe and efficient administration of such funds; and

WHEREAS, the LOCAL UNIT has determined that membership in the FUND is in the best interest of the LOCAL UNIT.

WHEREAS, the LOCAL UNIT agrees to be a member of the FUND for a period of three (3) years, effective from **January 1, 2018** terminating on **January 1, 2021** at 12:01 a.m. standard time; and

WHEREAS, the LOCAL UNIT has never defaulted on claims, if self-insured, and has not been canceled for non-payment of insurance premiums for two (2) years prior to the date of this Resolution.

NOW, THEREFORE, BE IT RESOLVED that the LOCAL UNIT does hereby agree to join

the Statewide Insurance Fund; and

BE IT FURTHER RESOLVED that to the extent required by law, the Local Unit shall provide notice of the Indemnity and Trust Agreement to the Office of the State Comptroller; and

BE IT FURTHER RESOLVED that the LOCAL UNIT will be afforded the following coverage(s) as marked "Yes":

	<u>YES</u>	<u>NO</u>
Workers' Compensation & Employer's Liability	X	
Liability, Property, Crime-Faithful Performance and Fidelity, Inland Marine, Boiler and Machinery, Comprehensive General Liability, Auto Liability, Auto Physical Damages and Professional Liability	X	
Pollution Liability	X	
Umbrella	X	

BE IT FURTHER RESOLVED that Dena Hrebenak(*name of member employee*) is hereby appointed as the LOCAL UNIT's Fund Commissioner and is authorized to execute the application for membership and the accompanying certification on behalf of the LOCAL UNIT; and

BE IT FURTHER RESOLVED that the LOCAL UNIT's Fund Commissioner is authorized and directed to execute the Indemnity and Trust Agreement and such other documents signifying the membership in the FUND as required by the FUND's Bylaws and to deliver same to the Administrator of the FUND with the express reservation that said documents shall become effective only upon the LOCAL UNIT's admissions to the FUND following approval of the FUND by the New Jersey Department of Banking and Insurance.

Mr. Misertino made a motion to approve the passage of Resolution 2017-109, which was

seconded by Mrs. Mora Dillon.

Ayes: Mr. Misertino, Mr. Hayes, Mrs. Mora Dillon, Mrs. Kocher, Mayor Watters

Nays: None

Abstain: None

Absent: None

**RESOLUTION # 2017-110
TOWNSHIP OF MANSFIELD
WARREN COUNTY, STATE OF NEW JERSEY
OVERPAYMENT OF TAXES**

WHEREAS, the following property has an overpayment of \$ 1,917.81 for the 2017 3rd quarter property tax;

NOW THEREFORE BE IT RESOLVED, by the Township Committee of the Township of Mansfield this 27th day September 2017 that the Tax Collector and Township Finance Office are hereby authorized to refund the following overpayment:

Corelogic
Attn: Refunds Dept
Mail Code:DFW 1-3
1 Corelogic Drive
Westlake, TX 76262

Block 1904 Lot 1
21 Hillside Road
Roe, John Corelogic paid and the owner is a total disabled veteran

Refund: \$ 1,917.81

Mr. Hayes made a motion to approve the passage of Resolution 2017-110, which was seconded by Mrs. Mora Dillon.

Ayes: Mr. Misertino, Mr. Hayes, Mrs. Mora Dillon, Mrs. Kocher, Mayor Watters

Nays: None

Abstain: None

Absent: None

EXECUTIVE SESSION:

Mr. Hayes made a motion to enter into Executive Session at 8:02 pm, which was seconded by Mrs. Mora Dillon.

Ayes: Mr. Misertino, Mr. Hayes, Mrs. Mora Dillon, Mrs. Kocher, Mayor Watters

Nays: None

Abstain: None

Absent: None

Mr. Hayes made a motion to return to Regular Session, which was seconded by Mr. Misertino.

Roll Call: Mr. Misertino, Mr. Hayes, Mrs. Mora Dillon, Mrs. Kocher, Mayor Watters

Ms. Campbell, Esq. stated that during Executive Session the Committee discussed litigation regarding a personnel matter dealing with Police, and two Contractual Matters, copies of these minutes will be available as soon as the Committee feels they are no longer a harm to the public interest.

Mr. Hayes made a motion to authorize the Chief to proceed with the matter that was discussed in Executive Session, which was seconded by Mrs. Kocher.

Ayes: Mr. Misertino, Mr. Hayes, Mrs. Mora Dillon, Mrs. Kocher, Mayor Watters

Nays: None

Abstain: None

Absent: None

Mr. Hayes made a motion to authorize the Clerk to proceed with the offer that was discussed in Executive Session in reference to the Shared Service for the position of CFO, which was seconded by Mr. Misertino.

Ayes: Mr. Misertino, Mr. Hayes, Mrs. Mora Dillon, Mrs. Kocher, Mayor Watters

Nays: None

Abstain: None

Absent: None

Mr. Hayes made a motion to authorize the Clerk to make application to Green Acres for the Township properties that were discussed , which was seconded by Mrs. Mora Dillon.

Ayes: Mr. Misertino, Mr. Hayes, Mrs. Mora Dillon, Mrs. Kocher, Mayor Watters

Nays: None

Abstain: None

Absent: None

COMMITTEE PERSON COMMENTS:

Mayor Watters stated that he and Deputy Mayor Hayes attended a meeting for the Warren County Governing Officials Association and there was a discussion about Municipal Cards, LLC. Mayor Watters stated that he would like the Tax/Finance Office to look into this.

Mayor Watters stated that he has found out that if we take the money for the trail grant then our open space properties would be included in the Green Acres property.

Mrs. Mora Dillon made a motion to decline the trail grant, which was seconded by Mr. Hayes.

Mr. Misertino read Resolution 2015-48 and asked what the fear is with taking money and the properties into Green Acres and explained his thoughts on Green Acres and why the Township would benefit from taking this money.

Ayes: Mr. Hayes, Mrs. Mora Dillon, Mayor Watters

Nays: Mr. Misertino, Mrs. Kocher

Abstain: None

Absent: None

Mr. Misertino left the meeting at 8:54pm.

Mrs. Mora Dillon made a motion to adjourn at 8:56pm.